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C/MS

14 May 1952

C/ASD

Personnel: Delegations and Responsibilities

1. ASD will be responsible for all personnel procurement for the Medical Office.
2. Individual divisions of the Medical Office will submit to the C/ASD their anticipated personnel requirements.
3. ASD will submit records of prospects to the divisions for approval.
4. ASD will process and keep divisions informed of the status of personnel designated to each division.
5. Divisions may maintain duplicate personnel records, as they deem necessary, to adequately support the commitments and requirements of the respective divisions. However, they will maintain only those records of personnel designated by C/ASD as assigned to the division or as prospective personnel for the division.

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ASD/MJB:af (14 May 1952)

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